



WILLIAM T FUJIOKA  
Chief Executive Officer

## County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration  
500 West Temple Street, Room 713, Los Angeles, California 90012  
(213) 974-1101  
<http://ceo.lacounty.gov>

Board of Supervisors

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July 14, 2009

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, CA 90012

Dear Supervisors:

**DEPARTMENT OF PUBLIC WORKS:  
ATHENS PARK COMMUNITY CENTER REFURBISHMENT  
ATHENS VILLAGE AREA  
APPROVE PROJECT BUDGET  
SPECS. 7023; CAPITAL PROJECT NO. 86983  
(SECOND DISTRICT) (3 VOTES)**

**SUBJECT**

This action is to approve the project budget for the Athens Park Community Center project, and authorize the Director of Public Works to carry out the project through a Board-approved Job Order Contract (JOC).

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Approve the \$920,000 project budget for the Athens Park Community Center Refurbishment project, Capital Project No. 86983.
2. Authorize the Director of Public Works to deliver the Athens Park Community Center project using a Board-approved Job Order Contract.

*"To Enrich Lives Through Effective And Caring Service"*

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Intra-County Correspondence Sent Electronically Only***

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

Approval of the recommended actions will authorize the Department of Public Works (Public Works) to deliver the refurbishment of the facility at the Athens Park located at 12603 South Broadway, Los Angeles, California 90061, using a Board-approved JOC.

The Community Center at Athens Park is in need of refurbishment due to its advanced age and deterioration due to use. The existing restrooms will be upgraded to comply with the Americans with Disabilities Act and the deteriorated interior cabinets, desks, shelves, floors, and wall finishes will be replaced or painted. The exterior will be cleaned and painted; the tile roofing will be refurbished; damaged rafters will be repaired, the ventilation and heating system will be replaced; and damaged lighting, windows, doors and path of travel will be replaced or refurbished.

Approval of the recommendation will authorize Public Works to proceed with the refurbishment project using a Board-approved JOC.

### **Sustainable Design Program**

The project supports your Board's Sustainable Design Program by installing energy efficient lighting and by increasing the efficiency of the heating system.

### **Implementation of Strategic Plan Goals**

The Countywide Strategic Plan directs the provision of Operational Effectiveness (Goal 1) by improving the efficiency, quality, and responsiveness of County services to all residents. It also directs that we ensure Children, Family and Adult Well-Being (Goal 2) by enhancing the ability of families to live in safe, stable, and supportive communities. We are also directed to improve Community and Municipal Services (Goal 3) by offering a wide range of services responsive to each community's specific needs. The project will benefit the community and makes recreational services available to the youth of the area.

### **FISCAL IMPACT/FINANCING**

On June 16, 2008, your Board established the project and allocated \$450,000 for the project budget. Based on the validated and revised scope of work and a third-party cost estimate, the current project cost estimate is \$920,000, including preparation of the plans and specifications, plan check fees, consultant services, miscellaneous expenditures, Civic Art allocation, construction costs, change orders, JOC costs, and County services. Sufficient funds have been budgeted in the 2009-10 Capital Projects Budget for the Athens Park Community Center project, Capital Project No. 86983.

The Project Schedule and Budget Summary are included in Attachment A. The project is funded in the 2009-10 Capital Projects Budget with \$920,000 of Second District Capital Project net County cost.

### **Operational Budget Impact**

The Department of Parks and Recreation (Parks and Recreation) does not anticipate any one-time, start-up or ongoing costs resulting from the recommended actions. The project provisions have maintenance requirements that will be fulfilled with existing park staff and resources. Should the necessity arise, Parks and Recreation will work with my office to determine the appropriate level of maintenance and available funding.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

Program validation services have been procured from Tetra Design through a previously Board-approved, as-needed consultant contract.

Design services have been procured from J.C. Chang and Associates through a previously Board-approved, as-needed consultant contract.

All demolition, site work, and refurbishment work will be carried out by a previously Board-approved JOC.

As required by your Board, the project cost includes 1 percent of design and construction costs to be allocated to the Civic Art Fund per your Board's Civic Art Policy adopted on December 7, 2004.

### **ENVIRONMENTAL DOCUMENTATION**

On June 16, 2008, your Board found the proposed project to be categorically exempt under the California Environmental Quality Act (CEQA) in accordance with State CEQA Guidelines, Section 15302, Replacement and Reconstruction, Class 2 (c), and the County of Los Angeles Environmental Procedures and Guidelines, Appendix G, Class 2 (e), adopted by your Board on November 17, 1987, because the project provides for minor alterations of existing facilities, involving negligible or no expansion of an existing use, installation of new accessory structures, minor grading, and landscaping. A Notice of Exemption was filed with the Registrar-Recorder/County Clerk.

### **CONTRACTING PROCESS**

The project will be constructed under a Board-approved JOC.

The architect/engineer, J.C. Chang and Associates, was approved by your Board on July 1, 2008, to provide as-needed architect/engineer design services for various County projects for a three-year term.

Tetra Design, an architect/engineer firm that provided program validation services for this project, was approved by your Board on November 11, 2006, to provide as-needed architect/engineer design services for various County projects for a three-year term.

### **IMPACT ON CURRENT SERVICES OR PROJECTS**

There will be no negative impact on current County services or projects during the performance of the recommended services.

The Honorable Board of Supervisors  
July 14, 2009  
Page 5

**CONCLUSION**

Please return one adopted copy of this letter to the Chief Executive Office, Capital Projects Division; one to the Department of Public Works, Project Management Division II; one to the Civic Arts Commission; and one to the Department of Parks and Recreation.

Respectfully submitted,



WILLIAM T FUJIOKA  
Chief Executive Officer

WTF:GF:DL  
DJT:CY:zu

Attachment

c: Auditor Controller  
Civic Arts Commission  
County Counsel  
Department of Parks and Recreation  
Department of Public Social Services (GAIN/GROW Program)  
Department of Public Works  
Office of Affirmative Action Compliance

July 14, 2009

**ATTACHMENT A**

**DEPARTMENT OF PUBLIC WORKS:  
ATHENS PARK COMMUNITY CENTER REFURBISHMENT  
ATHENS VILLAGE AREA  
APPROVE PROJECT BUDGET  
SPECS. 7023; CAPITAL PROJECT NO. 86983  
(SECOND DISTRICT) (3 VOTES)**

**I. PROJECT SCHEDULE**

| <b>Project Activity</b>                            | <b>Completion Date</b> |
|--|------------------------|
| Project Design                                     |                        |
| Construction Documents<br>Jurisdictional Approvals | 04/23/09*<br>08/03/09  |
| Construction                                       |                        |
| Substantial Completion<br>Acceptance               | 09/07/10<br>12/27/10   |

\* Completed activities

## II. PROJECT BUDGET SUMMARY

| Budget Category                | Project Budget |
|--------------------------------|----------------|
| Land Acquisition               | \$ -           |
| Construction                   |                |
| Job Order Contract (Site Work) | \$ 568,900     |
| Low Bid Construction Contract  | \$ -           |
| Change Orders (15 percent )    | \$ 85,335      |
| Departmental Crafts            | \$ -           |
| Youth Employment               | \$ -           |
| Construction Consultants       | \$ -           |
| Misc. Expense                  | \$ -           |
| Gordian Group                  | \$ 13,085      |
| Civic Arts                     | \$ 6,346       |
| Subtotal                       | \$ 673,666     |
| Programming/Development        | \$ 5,657       |
| Plans and Specifications       | \$ 65,670      |
| Consultant Services            | \$ -           |
| Deputy Inspection              | \$ 2,900       |
| Site Planning                  | \$ -           |
| Hazardous Materials            | \$ 8,090       |
| Geotech/Soils Test             | \$ -           |
| Material Testing               | \$ -           |
| Cost Estimating                | \$ -           |
| Topographic Surveys            | \$ -           |
| Construction Management        | \$ -           |
| Construction Administration    | \$ -           |
| Environmental                  | \$ -           |
| Move Management                | \$ -           |
| Equipment Planning             | \$ -           |
| Legal                          | \$ -           |
| Contract/Change Order          | \$ -           |
| Other                          | \$ -           |
| Subtotal                       | \$ 10,990      |
| Miscellaneous Expenditures     |                |
| Office of Affirmative Action   | \$ 3,100       |
| Printing                       | \$ -           |
| Miscellaneous                  | \$ -           |
| Subtotal                       | \$ 3,100       |

## II. PROJECT BUDGET SUMMARY

| Budget Category                                 | Project Budget    |
|---|-------------------|
| Jurisdictional Approvals                        |                   |
| Regional Planning                               | \$ 1,000          |
| Fire Department                                 | \$ 600            |
| Health Department                               | \$ -              |
| Building and Safety Plan Check                  | \$ 2,000          |
| Subtotal  | \$ 3,600          |
| County Services                                 |                   |
| Code Compliance and Quality Control Inspections | \$ 56,932         |
| Design Review                                   | \$ -              |
| Design Services                                 | \$ -              |
| Contract Administration                         | \$ 5,725          |
| Project Management                              | \$ 77,612         |
| Project Management Support Services             | \$ 5,321          |
| ISD Job Order Contract Management               | \$ -              |
| DPW Job Order Contract Management               | \$ -              |
| ISD ITS Communications                          | \$ -              |
| Project Security                                | \$ -              |
| Project Technical Support                       | \$ 8,499          |
| County Counsel                                  | \$ -              |
| Other   | \$ 845            |
| Consultant Contract Recovery                    | \$ 2,383          |
| Sheriff Job Order Contract Management           | \$ -              |
| Subtotal  | \$ 157,317        |
| <b>Total</b>                                    | <b>\$ 920,000</b> |